

Job Title: Deputy Manager/Expert Internal Audit		
Reporting to: CIA	Job Group: OP-4	Department: Audit

Why should you join USF?

At USF Pakistan, we give you the opportunity to become a competent professional in an environment of diversity, integrity, growth and innovation. We enable you to realize your dreams in an environment of openness to new mindsets. You will play a key role in creating & sustaining a company image of empowering the underserved & unserved community of Pakistan.

Position Related:

➤ How does the position contribute towards the overall objectives of the organisation

USF is Public Sector company and as per public sector companies (corporate governance) rules, 2013 has an internal audit function. This position reports to the chief internal auditor, who is the head of the internal audit department and is accountable to the Audit & Finance committee of Board. The main responsibility of this position is to assist the chief internal auditor in fulfilling the institutional role in accordance with public sector companies (corporate governance) rules, 2013.

Your Typical day at work

- Assist Chief Internal Auditor (CIA) in developing the Annual Audit Plan and ensure timely delivery against the agreed audit plan.
- Plan, manage, and execute financial, compliance, and operational audits & follow-up reviews.
- Develop audit programs, analytical & substantive controls testing checklist, business processes & system controls testing, compliance & audit risk register, and all other audit engagement responsibilities.
- Perform special assignments given by the CIA (i.e., analytical reviews, and investigations)
- Draft audit reports on internal audits/investigations/compliance/risk issues & develop corrective actions on noncompliance.
- Assist in maintaining a quality assurance and improvement program that covers all aspects of the Internal Audit in order to foster a culture of continuous improvement.
- Assist in liaison with External Auditors, and Govt. Auditors.

Eligibility Criteria

Required Qualifications:

- 16 years of Education with bachelor's or master's degree in accounting, Finance, Business Administration, or related field.
- Professional certification (CA, ACCA, CIA, CMA, CISA or equivalent) preferred.

Work Experience:

- 05 years of relevant post qualification experience in Audit domain in multinational, public sector or commercial organizations of repute.

AGE LIMIT: 40 Years

Functional Skills / Knowledge Areas

The candidate should have complete knowledge of Internal Auditing & Corporate Governance Rules of Public Sector Companies and their implementation requirements.

- Strong analytical and critical thinking skills.
- Knowledge of audit tools and techniques.
- Ability to draft clear and concise audit reports.
- Excellent communication and interpersonal skills.
- Integrity, independence, and confidentiality in handling information.
- Ability to work under pressure and meet deadlines.